

2009-Pay-2010 Assessment/Tax Billing Cycle - Jackson County - Updated Mon 10/5/09																			
ID	Date Type	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Required Finish Date	Resource Name	On Time Status	2008200920102011											
0		2009-Pay-2010 Assessment/Tax Billing Cycle - Jackson County	NA	NA	NA														
1	Actual	Submit 2008-pay-2009 real and personal property data to DLGF/LSA	Wed 10/1/08	Tue 6/30/09	Wed 10/1/08	Assessor													
2	Actual	Validate all 2008 sales disclosures and submit data to DLGF/LSA	Thu 6/18/09	Thu 6/18/09	Mon 3/2/09	Assessor													
3	Projected	County submits workbook and ratio study	Fri 6/19/09	Fri 1/1/10	Mon 5/18/09														
4	Projected	Conduct and approve county ratio study	Mon 1/4/10	Fri 1/15/10	Mon 6/1/09	DLGF													
5	Projected	Apply trending factors, review assessed values, and deliver final AV to Auditor	Mon 1/18/10	Tue 2/16/10	Wed 7/1/09	Assessor													
6	Projected	Apply deductions and exemptions	Wed 2/17/10	Tue 3/16/10	Wed 7/29/09	Auditor													
7	Projected	Submit TIF Neutralization forms (if applicable)	Wed 2/17/10	Tue 3/16/10	Wed 7/29/09	Auditor													
8	Projected	Review and approve TIF Neutralization	Wed 3/17/10	Thu 3/18/10	Fri 7/31/09	DLGF													
9	Projected	Certify net assessed values to DLGF	Fri 3/19/10	Fri 3/19/10	Mon 8/3/09	Auditor													
10	Projected	Prepare data extract files and submit 2009-pay-2010 real and personal property to	Wed 2/17/10	Wed 5/19/10	Thu 10/1/09	Assessor													
11	Projected	Prepare Form 15 data and submit to DLGF	Thu 5/20/10	Fri 6/18/10	Mon 11/2/09	Assessor													
12	Projected	Adopt budgets, levies and rates	Tue 6/2/09	Mon 11/2/09	Mon 11/2/09	Local Units													
13	Projected	File budgets with County Auditor	Tue 11/3/09	Wed 11/4/09	Wed 11/4/09	Local Units													
14	Projected	Advertise adopted rates (TAB Rate Chart)	Thu 11/5/09	Thu 11/19/09	Thu 11/19/09	Auditor													
15	Projected	Work unit budgets, levies, rates, and certify county budget order	Fri 11/20/09	Fri 5/21/10	Mon 2/15/10	DLGF													
16	Projected	Prepare abstract and tax duplicate, and submits 2009-pay-2010 tax billing data to	Mon 5/24/10	Fri 6/18/10	Mon 3/15/10	Auditor													
17	Projected	Publish tax rates - 1st advertisement	Mon 6/21/10	Fri 6/25/10	Mon 3/22/10	Treasurer													
18	Projected	Publish tax rates - 2nd advertisement	Mon 6/28/10	Fri 7/2/10	Mon 3/29/10	Treasurer													
19	Projected	Publish tax rates - 3rd advertisement	Mon 7/5/10	Fri 7/9/10	Mon 4/5/10	Treasurer													
20	Projected	Prepare and mail tax bills	Mon 7/12/10	Thu 7/29/10	Fri 4/23/10	Treasurer													
21	Projected	Tax billing lead time - spring installment	Thu 7/29/10	Sun 8/15/10	Mon 5/10/10														
22	Projected	Tax bills due - spring installment	Sun 8/15/10	Sun 8/15/10	Mon 5/10/10														
23	Projected	Make spring property tax distribution	Mon 8/16/10	Tue 10/5/10	Wed 6/30/10	Auditor													
24	Projected	Tax billing lead time - fall installment	Tue 10/5/10	Tue 2/15/11	Wed 11/10/10														
25	Projected	Tax bills due - fall installment	Tue 2/15/11	Tue 2/15/11	Wed 11/10/10														
26	Projected	Make fall property tax distribution	Wed 2/16/11	Thu 4/7/11	Fri 12/31/10	Auditor													
On time symbols: Green = On time or early Yellow = 1-90 days late Red = 91+ days late		Task		Summary		Rolled Up Baseline Milestone		Project Summary											
		Progress		Rolled Up Task		Rolled Up Progress		Group By Summary											
		Baseline		Rolled Up Milestone		Split		Deadline											
		Milestone		Baseline Summary		Baseline Split													
		Baseline Milestone		Rolled Up Baseline		External Tasks													
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Note: Tasks in BOLD have statutory deadlines.																			